

Amendments to the Specification:

Please replace the paragraph on page 13, beginning on line 27 with the following amended paragraph:

A process 530 for receiving personal characteristics of the attendees in a meeting includes a continuously executing process 532 for identifying each attendee. This process includes receiving data from the identification badges worn by everyone. In one embodiment, a visiting attendee's presence is logged 534 upon entering the premises. This can take place, for example, at a receptionist's desk when the badge is initially issued. In another embodiment, a frequent visitor may have a permanently issued badge. A sensor at each entrance detects the visitor's ingress and egress and logs the activity to the database. In a co-pending application identified by U.S. Patent Application No. 09/714785-1, filed in the year November 15, 2000, entitled "A NETWORKED PERIPHERAL FOR VISITOR GREETING, IDENTIFICATION, BIOGRAPHICAL LOOKUP AND TRACKING" "Visitor Kiosk" (attorney docket no. 015358-006110US) and owned by the assignee of the present invention, such an automated identification system is disclosed whereby a visitor's proximity to a visitor kiosk enables the system to detect and log her presence. In another embodiment, a biometric data logging function 536 is provided in addition to attendance logging. For example, identification can be based on chromatic information and facial features of an attendee's image. Identity verification can be made at a receptionist's desk or at a visitor kiosk when a visiting attendee arrives.

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